

Newington Sewer Commission 5/17/2023 APPROVED MINUTES

Meeting called to order at 9:00 am.

Present: R.Stern, T.Hazelton, J.O'Reilly, Commissioners. A.Wright, J.Tolman, B. Gilpatric, H2O Innovations. K.McMaster from CP Management and J.Noble, Shattuck Way Commons.

Minutes: Motion by J.O'Reilly to approve the April 19, 2023 public and non-public minutes, seconded by T.Hazelton. All in favor, approved.

Public Comment: K.McMaster representing Shattuck Way Commons present to request reconsideration of the denial for past credits for Sewer rates for irrigation meter for previous years. Water meters were tested, they received credits for 2021, but asking again for credits for 2020. They are not requesting rebates or credits for previous years, the total for this request is \$19,250.70. R.Stern advised there was no policy in place that would cover this and cannot credit. K.McMaster advised she can show data on what did not go into the wastewater system and it would be reasonable to request credits for that amount. They have had new meters installed. T.Hazelton advised that other businesses have made similar requests, the Commission is starting fresh with a new policy for everyone. If we make an exception for one they would have to do it for everyone. K.McMaster advised that Shattuck Way Commons is an association. They read all meters monthly to bill the individual owners but do understand. There are 2 meters, one at each building. The previous Plant Manager applied credits for 2022. K.McMaster advised it was a process, they had to pull the meters and have them all tested. R.Stern suggested a consult with the Commission's attorney on liability. J.Noble then introduced himself as a lawyer, present on behalf of Harbor Capital at Shattuck Way Commons. He would be happy to confer with the Town Lawyer. He advised if they can establish that there is an overpayment, they would have done the right thing by making the Commission aware. The Association has an obligation to follow up on requesting a credit, they are not finding fault. K.McMaster took over property management in 2021 and began looking at rates when the sewer rates increased. J.Noble will confer with the Town Lawyer.

Treasurer's report: Enterprise Account balance for April was \$1,366,824.48. Operating Fund ending balance for April was \$956,696.93.

Manifest Approval: Testing fees expended to CEC and Eastern Analytical will be reimbursed by industrial locations that were tested. Discussion on A/C repair. Motion made to approve the 5/19/2023 manifest by J.O'Reilly in the amount of \$531,147.88. Seconded by T.Hazelton. All in favor, approved & signed.

Plant operators report: Flows are down slightly from last year, sludge as billed. Preventative maintenance was performed per manufacturers recommendations and schedules by A.Wright and S.Knight.

- Weekly pump station maintenance.
- Picked up trash at pump stations
- Mowing plant and pump stations
- Polymer drum switch over and fixed suction issue.
- Cleaned out polymer unit from polymer build-up.
- Plant water filter basket issues (red worms, maggots, and sediment).
- Running grit system once a week.

J.Scotton assisted with installing new blinds in lab and SCADA/break room in order to save energy on cooling facility in the summer.

Discussion on status for hiring a licensed operator to fill an open position at the plant. The old lathe was sold for \$600.

A new mower and tractor were purchased for \$6,942.20. Existing equipment at the plant is over 22 years old and was being held together with zip ties. The mower has been used, tractor has not been delivered yet. Discussion on cost and the need for two pieces of equipment that both mowed. A tractor is needed to lift pumps. A riding mower with snowblower attachment has been used in the smaller spaces. Areas to be mowed, what types of equipment should be used, and purchasing authorization were discussed.

Motion by J.O'Reilly to return the zero turn mower and to cancel the tractor order purchased through Home Depot and further to authorize Chairman R.Stern to purchase a zero turn mower not to exceed \$4,000. Seconded by T.Hazelton. All in favor, approved.

Expecting septage to pick up this summer, very little is currently coming in. Heavy rains caused a back up of sediment in the plant water system, causing problems with the chlorination system. Switched over to city water temporarily. A.Wright advised there may be a build up between the lines and the tanks, but at the moment it seems to have settled down. Time will tell. Baskets have cleared up for now.

Old Business: Agreement from Unitil on sewer easement reviewed. Motion by J.O'Reilly to accept agreement and further to authorize chairman R.Stern to sign agreement. Seconded by T.Hazelton, all in favor. Approved and signed.

Legal opinion on WWTP deduct meter form reviewed and discussed. Discussion on how credits will be applied. A.Wright has already been to McDonalds to view meters. Bills are sent out mid-May, early June. Credit will be applied to next years's billing based on previous years water usage. Discussion on users not coming back after 30 days to request abatements. Text edits included removing wording on backflow preventors and plumbing inspection. Sewer users will be credited for water not being discharged into the sewer system. R.Stern will confer with legal on wording changes and liability on retroactive credits.

New Business: H2O annual contract and CPI adjustment reviewed. Discussion on payments to J.Scotton. When WWTP was fully staffed, the Commission would be charged for his time. Ladders at pump stations were a separate project and were quoted and approved. The \$419 charge was a miscommunication and H2O should pay for it. J.Tolman advised they have paid J.Scotton \$18,000 on an outside services line, they are losing \$23,000 on the Newington Plant this year. J.Tolman also advised their current bid for the next electric rate will be about 4.5% more per kilowatt. Their current utility agreement runs out in December and they have to renegotiate.

Discussion CPI adjustment. Current contract ends in 4/30/2025. CPI data published by US Bureau of Labor Statistics shows 5.9% increase in CPI. Agreement states increase between 1-4%. H2O proposed increase is 3.5%.

Motion by R.Stern to go into a non-public session per RSA 91-A:3, II(a) at 10:13 am. Roll call vote taken; R.Stern – yes, T. Hazelton – yes, J.O'Reilly – yes.

Roll call vote taken at 11:34 am to exit non-public session. R.Stern – yes, T. Hazelton – yes, J.O'Reilly – yes. Motion by J.O'Reilly to seal non-public minutes for 10 years, seconded by T.Hazelton. All in favor approved.

The public meeting resumed at 11:34 am. J.Tolman and B.Gilpatrick reentered the meeting.

Motion by R.Stern to go into a non-public session per RSA 91-A:3, II(a) at 11:36 am with J.Tolman and B.Gilpatrick attending. Roll call vote taken; R.Stern – yes, T. Hazelton – yes, J.O'Reilly – yes.

Roll call vote taken at 12:11 am to exit non-public session. R.Stern – yes, T. Hazelton – yes, J.O'Reilly – yes. Motion by J.O'Reilly to seal non-public minutes for 10 years, seconded by T.Hazelton. All in favor approved.

Motion by J.O'Reilly to approve the amended H2O Annual CPR Adjustment Contract for a total of \$518,222 and further to authorize Chairman R.Stern to sign. Seconded by T.Hazelton, all in favor. Approved and signed.

Next regular meeting will be Wednesday June 21, 2023, at 9 am at the Wastewater Treatment Plant.

Adjournment: 12:13

Respectfully submitted,

Gail Klanchesser